

Minutes of the regular meeting of the Big Plains Water and Sewer Special Service District, Washington County, Utah that was held on the 20th day of November, 2013 at the Smithsonian Fire Department Building, 1777 N. Meadowlark Dr., Apple Valley, Utah.

1. The meeting was called to order at 6:00 pm.
2. The Pledge of Allegiance was led by Harold Merritt.
3. Roll Call: Neil Duncan, Jack Davis, Mayor Moser, and Harold Merritt were present. Kevin Sair was excused. Nathan Bronemann was present taking minutes. Legal Counsel was excused. Rod Mills of Ensign Engineering was present.
4. Declarations of conflict of interests

None stated.
5. Discussion and possible action on commercial water requirements based on ERCs – Rod Mills

Rod Mills said most communities calculated impact fees based on the water flow possible by the size of the meter. He said they are based on the flow ratios, with a ¾ inch meter at a \$12,000 impact fee, the impact fees for larger meter connections would end up extremely high. He recommended a more prorated approach as follows:

Connection Diameter (in)	ERC's	Impact Fee Amount
¾	1	\$12,000.00
1	3	\$15,000.00
1.5	5	\$21,000.00
2	8	\$27,000.00
3	10	\$39,000.00

Rod Mills said that one Equivalent Residential Connection (ERC) would be equal to a ¾ inch connection. He said they would count the number of fixtures and compare that number with average household to calculate how many ERC they would need and therefore, how large a meter they should have.

Nathan Bronemann asked if a new impact fee study would be required.

Mayor Moser said he didn't feel that it should be required since the commercial impact fees would be based on residential equivalents.

Rod Mills said he would check into it.

Jack Davis asked how the prorated impact fees compared to other communities in the area.

Rod Mills said that a \$40,000 impact fee was fairly common for a three inch meter, which was in line with his suggested prorated fee schedule.

Motion made by Mayor Moser to adopt the suggested ERC table for impact fees for commercial use. Jack Davis seconded the motion. Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

6. Discussion and possible action on connection fees for commercial water connections

Rod Mills said according to State statute, they could only charge up to the actual cost of the connection, including labor and materials.

Motion made by Mayor Moser to change the fee schedule to indicate that they would charge the actual cost of the connection depending of the size of meter required. Neil Duncan seconded the motion. . Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

7. Acquisitions – Harold Merritt

Rod Mills said they may need to hold some closed sessions in the near future to discuss some water acquisitions.

8. Funding – Kevin Sair

Nothing to report.

9. Operations – Neil Duncan

Neil Duncan reported that they had set the new meter at the Alkema property.

Jack Davis asked about the status of the telemetry.

Rod Mills said some had been purchased and that the balance of the telemetry would be purchased with the next phase of the development.

The board discussed the options available for the remaining State issued funds.

10. Resource Management – Mayor Moser

Nothing to report.

11. Development – Jack Davis

Nothing to report.

12. Review of Policies and Procedures

- a. Discussion and possible action on amendments regarding forfeiture of connections and commercial rates

Mayor Moser read the suggested changes to the document based on the motions made in the last meetings.

Motion made by Mayor Moser to approve the changes to the policies and procedures document. Jack Davis seconded the motion. Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

13. Sewer

Nothing to report.

14. Consent Calendar - Income and Expenses

Motion made by Mayor Moser to accept the consent calendar as presented. Neil Duncan seconded the motion. Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

15. Consider approval of minutes:

a. November 6, 2013 Regular Meeting Minutes

Motion made by Mayor Moser to approve the November 6, 2013 regular meeting minutes. Jack Davis seconded the motion. Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

16. Request for a closed session

None requested.

17. Adjournment

Motion made by Mayor Moser to adjourn the meeting. Jack Davis seconded the motion. . Vote: Neil Duncan-yes, Jack Davis-yes, Mayor Moser-yes, Harold Merritt-yes. The motion passed 4/0.

Meeting adjourned at approximately 6:49 PM.

Date approved: _____

ATTEST BY: _____
Nathan Bronemann

Chairman Harold Merritt